



UNIVERSITY OF HYDERABAD

(A Central University established by an Act of Parliament, 1974)

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Department: Office of the Chief Warden

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Notice Inviting Tender No. UH/CWO/KE/2019

Date: 18 December, 2019.

Sealed tenders are invited for supply of the following items under **two bid system** from the reputed manufacturers or their authorized dealers to the University of Hyderabad, Hyderabad.

Sealed bids should reach the Office of the Chief Warden, University of Hyderabad, Central University PO. Prof. C.R. Rao Raod, Gachibowli Hyderabad-500046 on or before 7th January, 2020 by 3.00PM.

The details of items, expected quantity and their technical specifications are given below:

S. No.	Description of item and Specifications	Quantity (Unit)*
1	Atta (Dough) Kneader: Capacity 10Kg, Input capacity: 7Kg, size: 34 x 22 x 36", Vessel size: 20 x 18, Atta (Dough) Vessel: Stainless Steel rust proof, Weight: 90Kg. Motor Capacity: One HP, Motor type: Lower power consumption, Phase: Single, Body Non-corrosive, sturdy motor, durable paint.	4
2	Wet Grinder Capacity: 10Ltr, Input Capacity: 7Kg, Motor Capacity: 1.5HP Single Phase, Motor Type: Lower Power consumption Weight 160Kg, Body Type Stainless Steel Rust Proof, Stone Type: Black, Vessel Size: 18" x 16".	9
3	Potato Peeler Capacity: 10kg, Input Capacity: 7Kg, Size: 20 x 15 x 32", Weight Approx 45kg, Vessel size 14 x 4", Motor capacity: 0.5HP, Motor Type: Low power consumption, Phase: Single, Body: Non-corrosive, sturdy motor, durable paint.	6
4	Pulverizers Dimensions 402 x 502 x 705mm, Motor Capacity, 2-4HP, Motor Type: Lower Power consumption, Pulverizing CapacityL 80 to 100Kg /hr, Weight: 38Kg, Phase: Single/Three Phase	4

- Note: The quantity mentioned above may increase or decrease depending upon the actual requirement of the University and the decision of the University is final in this regard.

Terms & conditions

S. No.	Clause	Description
1	Reference Number	The Reference No. UH/CWO/KE/2019 of the Notice Inviting Tender dated 18-12-2019 should be clearly mentioned on all envelopes and any correspondence including e-mails with the University.
2	Mode of submission	Hand-written (manuscript) bids and bids submitted through e-mail shall not be accepted. All pages of the tender document must be signed by the authorized representatives of bidder, in token of having accepted the terms and conditions incorporated in the tender notice.
3	Two Bid System	<p>As the purchase is a high value plant, machinery, etc., of a complex and technical nature, bids are required to be submitted in two parts as under:</p> <p><i>(i) Technical bid consisting of all technical details along with commercial terms and conditions; and</i></p> <p><i>(ii) Financial bid indicating item-wise price for the items mentioned in the technical bid.</i></p> <p>The technical bid and the financial bid should be sealed by the bidder in separate covers duly super-scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and super-scribed. The technical bids are to be opened by the Purchasing Department / Centre at the first instance and evaluated by a duly constituted Purchase Committee. After such evaluation of technical bids, financial bids of only those firms/suppliers which are found technically suitable will be opened, for determining the lowest bid.</p>
4	Certificate from original manufacturers	If the bid is not from the original equipment manufacturer, the suppliers/dealers should submit an 'authorized agency certificate' from the manufacturer. Tenders received without Authorization Certificate from the original manufacturer will summarily be rejected.
5	Make and Model	The Vendor/Supplier is required to clearly mention the make, model, size and other specifications along with the unit price. Items with better specifications may also be offered / quoted and the decision of the University in this regard is final. Appropriate brochures / pamphlets / literature (original and not photo copies) for each item providing full technical details must be attached to enable their verification.

6	Bidder Details	The bidder's complete correspondence address, phone numbers and e-mail ids, and website details (if any), must be clearly mentioned in the technical bid documents. (Pamphlet / Brochure depicting the profile and organisation structure may be enclosed.) The details of PAN, GSTIN, EPF, ESIC, Registered License Certificate, Labour License etc., may be mentioned and supporting documents shall be enclosed along with the technical bid.
7	Validity of bids	Prices quoted in the bid (financial bid) shall be valid for a minimum period of 90 days from the date of opening of the financial bids. No upward revision of the prices will be permitted during the said validity period.
8	Basic Price	<p>The bidder should clearly indicate price per unit on FOR, UoH, Hyderabad basis.</p> <p>In respect of imported items, the prices should be quoted on the basis of CIP / CIF Hyderabad. <i>If the bidder quotes nil charges / consideration in respect of service contracts, the bid shall be treated as unresponsive and will not be considered.</i></p>
9	Taxes: GST & Customs Duty	<p>The bidder should clearly indicate all applicable taxes separately for each item along with HSN Code and then arrive at a total price of all the items indicated in the Notice Inviting Tender.</p> <p>GST is applicable for all indigenous items. However, the University is entitled for concessional rate of GST @ 5% on all items mentioned vide GoI Notifications No. 45/2017-Central Tax (Rate) and 47/2017-Integrated Tax (Rate) dated 14.11.2017 read with GoI Notification No.09/2018 - Central Tax (Rate) dated 25.01.2018 as amended from time to time.</p> <p>Customs Duty is applicable for all imported items. However, the University is entitled for exemption / concessional rate (at 5.5% of the total value) of Customs Duty on all imported items mentioned vide GoI Notification No. 51/96- Customs dated: 23.07.1996, No. 28/2003 - Customs dated: 01.03.2003, No.43/2017 - Customs dated: 30.06.2017 and DSIR Certificate No. TU/V/RG-CDE (58)/2016 dated: 20.02.2018, as amended from time to time.</p>
10	Other costs / charges	The bidder should clearly indicate all applicable other charges, if any, separately viz., transportation, packing, loading, unloading, insurance, installation, commissioning, testing, training, etc.,
11	Earnest Money Deposit (EMD) / Bid	The bidders should furnish bid security for Rs. 35,000/- (Rupees thirty five thousand only) along with their technical bid in the form of Account Payee Demand Draft / Banker's Cheque from any of the

	Security	<p>Commercial Banks in an acceptable form, drawn in favour of Finance Officer, University of Hyderabad, payable at Hyderabad.</p> <p>If the bidder furnishes a Fixed Deposit Receipt / Bank Guarantee, the instrument shall be issued in favour of Finance Officer, University of Hyderabad, payable at Hyderabad and shall be valid for a period of 135 days from the date of opening technical bids.</p> <p>The MSE units registered with MSME and certificates obtained from NSIC under the Single Point Registration Scheme (SPRS) shall be exempted from payment of Earnest Money Deposit (EMD) on production of requisite proof in respect of valid certification from NSIC.</p>
12	Warranty	The bidders should offer a minimum period of 3 years warranty for all the quoted items from the date of successful installation of the equipment/ item. The quoted price shall be inclusive of warranty costs. AMC/FMC charges for fourth and fifth year shall be quoted separately, if applicable.
13	Comprehensive Annual Maintenance Contract (CAMC)	Bidders shall quote Comprehensive Annual Maintenance (CAMC) charges for a period of 2 years after expiry of the initial warranty period of 3 year.
14	Agreement	An Agreement in the format prescribed by the University of Hyderabad is required to be entered into by the Suppliers or their authorised Representative with the University in respect of purchase of Goods / Services valuing Rs. 10 lakh and above, within a period of 15 days from the date of issue of Purchase Order / Work Order.
15	Performance Security / Performance Bank Guarantee	<p>Successful bidder should submit a Performance Security in the form of Performance Bank Guarantee for an amount equivalent to 7.5% of the total basic price of the Goods / Services (exclusive of taxes and duties) within a period of 15 days from the date of issue of Purchase Order/ Work Order.</p> <p>Performance Security should remain valid for the entire warranty period of 03 years plus additional (grace) period of 60 days, from the date of successful installation of the equipment/item.</p> <p>Performance Security shall be submitted in the form of Account Payee Demand Draft / Fixed Deposit Receipt / Banker's Cheque / Bank Guarantee from any of the Commercial Banks in an acceptable form, drawn in favour of Finance Officer, University of Hyderabad, payable at Hyderabad.</p>
16	Payment	92.5 % of the total cost will be released after delivery, satisfactory installation, commissioning, testing and training (if any), against submission of valid TAX Invoice (with HSN code) with GSTIN number

		<p>of the supplier. The remaining 7.5 % will be released on submission of a Performance Bank Guarantee (PBG) for an equivalent amount.</p> <p>In case of purchases from foreign manufacturers/suppliers, Letter of Credit (LC) will be opened for 100% of the purchase value and 92.5 % shall be released after signing the Agreement and shipment / submission of documents. As regards balance payment, it will be released on submission of PBG for equivalent amount (in Indian currency) or completion of the warranty period as per the terms included in the NIT and Purchase Order.</p>
17	Delivery Location	<p>The items shall be delivered to: <i>Office of the Chief Warden, University of Hyderabad, Central University P.O.;</i> <i>Prof. C.R. Rao Raod, Gachibowli Hyderabad-500046, India.</i></p>
18	Delivery Period	The supplier should be able to deliver the items within 15 days from the date of issue of the purchase order.
19	Liquidated damages for late Delivery	In the event of delay in delivery beyond stipulated period indicated in the Purchase Order, liquidated damages @ 1% per each week of delay subject to a maximum of 5% of the cost of the order will be levied and collected by the University, by way of deduction from the payments due to the vendor/supplier.
20	Risk Purchase Clause	If the Supplier fails to deliver the ordered materials within the stipulated delivery period specified in the Purchase Order, the University may resort to procure such items and in such a manner as deemed appropriate, goods or services similar to those undelivered, and the Supplier will be liable to reimburse the University for any excess costs for such similar goods or services.
21	Right to reject	The University reserves the right to reject any or all the bids or accept a part of the quotation without assigning any reasons therefor. The decision of the University in this regard is final and binding on all the suppliers.
22	Resolution of Disputes	Any disputes arising out of this contract shall be referred to the University, and if any of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of the Arbitrator, who should be acceptable to both the parties, to be appointed by the Vice-Chancellor of the University. The decision of such Arbitrator shall be final and binding on both the parties.

23	Jurisdiction of Courts	Disputes, if any, arising during course of execution of the order are to be settled within the jurisdiction of Hyderabad / Ranga Reddy District Courts only.
24	Opening of tenders / bids	The bids will be opened in the office of Office of the Chief Warden University of Hyderabad, Hyderabad on 09-01-2020 at 3.00PM in the presence of bidders or their authorised representatives. The authorised representative shall bring the authorisation letter and submit the same to the University before opening of bids. On failure to do so, the representative loses the right to participate in the bid opening process.
25	Delay in submission	The University will not in any way be responsible for any postal / courier delay. Bids received beyond the stipulated date and time of submission are summarily rejected. Tenders incomplete in any respect will be summarily rejected.
26	Due date of submission of bids	Sealed Bids should be submitted to the Office of Chief Warden, University of Hyderabad, Central University P.O. Prof. C.R. Rao Road, Gachibowli, Hyderabad - 500 046 on or before 07-01-2020 by 3.00PM. Bids received thereafter shall not be considered.
27	Eligibility criteria for bidders	Only those Bidders / Agencies meeting the following eligibility conditions and qualifications (minimum) criteria as on the date of issue of NIT/uploading in the CPP Portal/UoH Website, are eligible to submit their bids. Bids submitted by those Bidders/Agencies who did not meet the eligibility criteria will not be considered for evaluation. Eligibility criteria and required supporting documents thereof, to be enclosed with bid document, are as under:

S. No.	Eligibility	Supporting document required
1	Bidder should be a registered agency/firm in the field of supply of goods / services mentioned in the NIT	A copy of Registration Certificate in the name of bidder issued by the competent authority.
2	Bidder should have full-fledged office / service center at Hyderabad.	A copy of latest Landline phone bill / Electricity bill/ Registered rent or lease agreement in the name of bidder.
3	Bidder should have statutory registration(s) with Tax and other compliance authority	A copy of PAN, GSTIN in the name of bidder.
4	Bidder should 03 years of industry experience in the field	Photocopy of the experience certificates from the relevant authorities.

5	Net worth of the bidder should be positive for last three years [2016-17, 2017-18 & 2018-19] or year(s) of existence in case of agencies less than 3 years in operations.	1) A copy of bidder's audited balance sheets for a period prior to three years ended/ending 31 March 2019 ([2016-17, 2017-18 & 2018-19]); and 2) Certificate of Chartered Accountant.
6	Agency should not have been blacklisted/debarred by CBI/any PSU or any organization of a Central/State Government or University of Hyderabad, from participation in tenders and / or from performing its stated objectives/purposes	Notarized Affidavit, in the prescribed format, from the participating bidders.
7	Bidder should be experienced in carrying out the works of similar kind as mentioned in the NIT (i) One similar work of value not less than 80% of the estimated cost or (ii) Two similar works, each of value not less than 60% of the estimated cost or (iii) Three similar works, each of value not less than 40% of the estimated cost	Relevant documentary evidence / proof should be enclosed along with technical bid.

Sd/-
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